

The Small Business Programs Offices from Air Force District Washington (AFDW) and the 11th Wing at Joint Base Andrews, are hosting monthly Small Business Forums throughout the year, from 10:00am to 12:00pm at Joint Base Andrews, The Community Commons Center in the Conference Room which is located at 1442 Concord St. The goal of the forum is to allow companies an opportunity to present their capabilities, (up to a 5 minute oral presentation only) and to network with other companies for future teaming opportunities, in an informal setting. Due to the limited space, a maximum capacity of 20 has been established and once the maximum number of attendees has been registered for this event, all additional persons responding to this notice will be notified that their name has been placed on a standby list. Maximum number of attendees the forum can accommodate is no more than two people per firm. **Pre-registration is mandatory.**

<u>Event Dates</u>	<u>Registration Deadline</u>
9 February (WOSB Event)	2 February
16 March (HUBZone Event)	9 March
15 June (All Small Businesses)	8 June
17 August (All Small Businesses)	10 August

NOTE: Based on the agency's needs. The time, date, location and purpose of the events are subject to change. All changes will be posted on www.fbo.gov and given widest dissemination. During inclement be sure to check the Joint Base Andrews website and www.fbo.gov for updates.

***Completing the Security Access Form (attached) is **required** for all individuals who do not have a proper base ID or escort to gain access to Joint Base Andrews.

NOTE: Save the Security Access form to your computer, then send your registration information to usaf.jbanafw.afdw-staff.mbx.11-cons-lgcx-small-business@mail.mil before the posted deadline date for the event you plan to attend.

DIRECTIONS FROM THE VISITORS CENTER: Proceed to the first stop light turn right onto W. Perimeter Rd (**CAUTION** 15 MPH speed limit). Make a left turn at the first STOP sign at Menoher Dr. Straight on Menoher Dr to Concord Ave. Turn left on Concord St, you will see The Community Center the address is 1442 Concord Ave, it is a red brick building.

*******PLEASE READ THE INFORMATION CAREFULLY*******

